

F.No. C.17015/1/2015-Admn.I
The National Institute of Health and Family Welfare
(Administration-I Section)

Important

Dated the 3rd October, 2019

Office Order

Sub: First "Sensitization Workshop for the members of Internal Complaints Committee Faculty and Administrative Staff of NIHFV" to be held on 4th October,2019 from 11.00 AM to 4.00 PM in the Auditorium of Teaching Block, NIHFV, New Delhi.

In reference to the Circular No.1-2/Trg.Course/W&M/2018-19-Acad.(3) Dated 30th September, 2019 and with the approval of the Director, NIHFV, all Faculty Members and Group A,B and C Ministerial Staff including Assistant Director(OL), Section Officers, Workshop and Maintenance Officer, Assistants,Accountants, Upper Division Clerk , Lower Division Clerk (as per list attached) is requested to attend the First "Sensitization Workshop for the members of Internal Complaints Committee Faculty and Administrative Staff of NIHFV" scheduled to be held on **4th October,2019 from 11.00 AM to 4.00 PM** in the Auditorium of Teaching Block, NIHFV, New Delhi.


Dr. Harshad Pandurang Thakur, Director, NIHFV, will inaugurate this workshop.

All are requested to report in the Auditorium of Teaching Block, NIHFV by 10.30 AM positively. The soft copy of the Handbook on Sexual Harassment on Women & Gazette Notification dated 9th December 2013 being e-mailed separately.

Working lunch at around 1.00 PM and tea or coffee with snacks at around 3.00 PM shall be provided to the participants.

This issues with the approval of Director,NIHFV.

Encl: as list attached


(Anil Kumar)
Dy. Director (Admn.)

Copy to:

1. All Concerned Employees
2. All HODs/Sectional Heads.
3. PA to Director / D.D (A.)/Dean, NIHFV.
4. In-charge, Computer Centre – with a request to upload on the website of the Institute

copy also to: Warden, HoD to make arrangements for the participants.